

Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended

Local Government Type <input type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village <input checked="" type="checkbox"/> Other		Local Government Name WEST MI SHORELINE REGIONAL DEV. COMM.		County MUSKEGON
Audit Date 9/30/05	Companion Date 12/13/05	Date Accounting Report Submitted to State 1/6/06		

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the *Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan* by the Michigan Department of Treasury.

We affirm that:

1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.
2. We are certified public accountants registered to practice in Michigan.

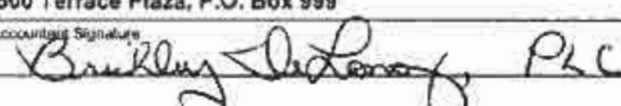
We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations.

You must check the applicable box for each item below.

- | | |
|---|---|
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements. |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980). |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended). |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act. |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]). |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 6. The local unit has been delinquent in distributing tax revenues that were collected for another taxing unit. |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during the year). |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241). |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95). |

We have enclosed the following:

	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.	✓		
Reports on individual federal financial assistance programs (program audits).			✓
Single Audit Reports (ASLGR).			✓

Certified Public Accountant (Firm Name) Brickley DeLong, PLC			
Street Address 500 Terrace Plaza, P.O. Box 999	City Muskegon	State MI	Zip 49443-0999
Accounting Signature 		Date 1/6/06	

West Michigan Shoreline Regional
Development Commission

REPORT ON FINANCIAL STATEMENTS
(with required supplementary information)

Year ended September 30, 2005

West Michigan Shoreline Regional Development Commission

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WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION

Management's Discussion and Analysis

As management of the West Michigan Shoreline Regional Development Commission, we present to the readers of the Commission's financial statements this overview and analysis of the financial activities of the West Michigan Shoreline Regional Development Commission for the fiscal year ended September 30, 2005. We encourage you to consider the information presented in these financial statements along with the additional information that has been furnished in this letter.

FINANCIAL HIGHLIGHTS

- The Commission's net assets decreased by \$31,803 (22%) from \$144,842 to \$113,039.
- During the year, the Commission's total expenses were \$783,210. Of this amount, \$544,358 (70%) was funded with federal and state grants, \$130,679 (17%) was funded with direct charges to local municipalities, and the remainder came from membership dues and the use of net assets.

OVERVIEW OF THE FINANCIAL STATEMENTS

The discussion and analysis is intended to serve as an introduction to the Commission's basic financial statements. The basic financial statements are comprised of three components:

1) government-wide financial statements, 2) fund financial statements and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements

The government-wide financial statements are designed to provide the reader with a broad overview of the Commission's finances. These statements are similar to those of a private sector business.

The Statement of Net Assets presents information on all of the Commission's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Commission is improving or deteriorating.

The Statement of Activities presents information showing how the Commission's net assets changed during the fiscal year. All changes in net assets are reported when the event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in the future fiscal periods.

Fund Financial Statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Commission, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Commission has one category of funds—governmental funds.

WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION

Management's Discussion and Analysis

Governmental Funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on current sources and uses of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. This information may be useful in evaluating a governmental entity's short-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's short-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison.

The West Michigan Shoreline Regional Development Commission maintains one individual governmental fund, the General Operations Fund.

Notes to the Financial Statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The reader is encouraged to include the reading of this section in any attempt to analyze and understand these statements.

Other Information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Commission's budgetary information as it relates to the actual revenues and expenditures for the General Operations Fund.

Government-wide Financial Analysis

The first table presented below is a summary of the government-wide statement of net assets for the Commission. As stated earlier, the net assets may be used as an indicator of a government's financial health. As of September 30, 2005, the Commission's net assets from governmental activities totaled \$113,039.

In examining the composition of these net assets, the reader should note that a portion of governmental activities net assets are invested in capital assets (i.e., leasehold improvement and office furniture and equipment). These assets are used to provide services to the Commission's members, and they are not available to pay salaries, operational expenses or fund capital projects. The unrestricted net assets for governmental activities actually depict a balance of \$90,667. This represents the amount of discretionary resources that can be used for general governmental operations.

The most significant change occurring between fiscal year 2004 and 2005 on the Statement of Net Assets was a drop in current assets. The decrease in current assets mirrored the reduction in current liabilities as accounts payable from the prior year were paid and the reduction in net assets.

WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION
Management's Discussion and Analysis

Net Assets		Governmental Activities	
		2005	2004
Assets			
Current assets and other assets	\$	345,704	\$ 402,787
Capital assets		22,372	24,184
Total assets		<u>368,076</u>	<u>426,971</u>
Liabilities			
Current liabilities		<u>255,037</u>	<u>282,129</u>
Net assets			
Invested in capital assets		22,372	24,184
Unrestricted		90,667	120,658
Total net assets	\$	<u><u>113,039</u></u>	<u><u>\$ 144,842</u></u>

Governmental activities net assets decreased by \$31,083 (22%) during the 2005 fiscal year. The following table depicts this occurrence which will be discussed in more detail later in this analysis.

Change in Net Assets		Governmental Activities	
		2005	2004
Revenues:			
Program revenues			
Charges for services	\$	130,679	\$ 129,642
Operating grants and contributions		544,358	630,062
General revenues			
Membership dues		<u>76,370</u>	<u>76,369</u>
Total revenues		<u>751,407</u>	<u>836,073</u>
Expenses:			
Land use planning		36,456	34,624
Housing and community development		6,056	4,109
Economic development		127,186	72,963
Transportation planning		342,153	459,363
Hazard mitigation planning		29,693	74,026
General administration		<u>241,666</u>	<u>180,027</u>
Total expenses		<u>783,210</u>	<u>825,112</u>
Change in net assets		(31,083)	10,961
Net assets at beginning of year		<u>144,842</u>	<u>133,881</u>
Net assets at end of year	\$	<u><u>113,039</u></u>	<u><u>\$ 144,842</u></u>

Management's Discussion and Analysis

Governmental Activities. Program revenues and expenses fall into the following major categories:

Land Use Planning – This category includes local contributions for several local land planning projects.

Economic Development – This category includes the annual Economic Development Administration (EDA) Partnership Planning Grant. In addition, the Organization received a Brownfields Study Grant this year, which accounts for much of the increase in activity in this category.

Transportation Planning – The Michigan Department of Transportation (MDOT) funds include annual MPO planning grant, the Areawide Air Quality Improvement Program, the Polk Road Corridor Study, the Asset Management Program, and the Regional Transportation Program. Activity in this category is down because grants received for a Rural Transit Study and a Comprehensive Transportation and Land Use Study were completed in the prior year.

Hazard Mitigation – The funding for this program is provided by the Federal Emergency Management Agency (FEMA) and administered by the Michigan State Police Emergency Management Division for the purpose of completing hazard mitigation plans for all five counties that the Commission serves. Less activity occurred on these projects in the current year than in the prior year.

General administration expenses vary from year to year depending on the level of staffing and project load.

Financial Analysis of the Government's Funds

As stated earlier in this discussion and analysis, the Commission uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. The focus of the Commission's governmental fund is to provide information on near-term inflows, outflows, and balances in spendable resources. Such information is useful in assessing the Commission's financing requirements. In particular, unreserved fund balances or the lack thereof, may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of the 2005 fiscal year, the General Operations Fund reported a fund balance of \$125,089, a decrease of \$21,981. The Commission receives a significant portion of its funding from grants, charges for services, and membership dues. The unreserved fund balance was \$117,814. Unreserved fund balance represents 16% of the General Operations Fund's expenditures.

General Operations Fund Budget

During the current fiscal year, the Commission did not make any significant budget amendments. Budget variances occurred in state and federal revenues because of grants that were not completed by year end. Expenditures were under budget for the same reason. For the year ended September 30, 2005, the change in net assets in the General Operations Fund was \$21,981 under budget.

WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION
Management's Discussion and Analysis

Capital Assets

The West Michigan Shoreline Regional Development Commission's investment in capital assets for its governmental activities as of September 30, 2005 totaled \$22,372 (net of accumulated depreciation). This investment in capital assets includes computer equipment and office furniture and equipment.

During the year ended September 30, 2005, the Commission replaced three computers. Depreciation expense for the year was \$7,027.

Capital Assets

	Governmental Activities	
	2005	2004
Computer equipment	\$ 28,467	\$ 28,651
Office furniture and equipment	47,679	47,679
Total capital assets	76,146	76,330
Less accumulated depreciation	53,774	52,146
Total (net of accumulated depreciation)	\$ 22,372	\$ 24,184

Additional information on the Commission's capital assets can be found in Note D of the "Notes to the Financial Statements" of this report.

Long-Term Debt

At the end of the fiscal year, the Commission had total debt outstanding of \$34,422 consisting entirely of compensated absences.

WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION

Management's Discussion and Analysis

General Economic Overview

The Commission is dedicated to maintaining services at current levels. This will be accomplished by new initiatives that will enable the Commission to serve local governments in new and innovative ways.

The Commission, at the request of Muskegon County, will be developing a Muskegon County Strategic Plan. The plan will include an inventory of existing sewer and water infrastructure in Muskegon County, as well as future needs for the next twenty-five years.

The Commission is in the final phase of an extensive inventory of “brownfields” in Lake, Mason, Muskegon, Newaygo and Oceana counties. The final phase will be to assist local communities with redevelopment activities, such as exploring various land-use alternatives, and identifying potential sources of funding.

Requests for Information

This financial report is designed to provide a general overview of the West Michigan Shoreline Regional Development Commission’s finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the West Michigan Shoreline Regional Development Commission, 316 Morris Avenue, Suite 340, P.O. Box 387, Muskegon, MI 49443, or call (231) 722-7878.

BRICKLEY DELONG

CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT

December 13, 2005

Board of Commissioners
West Michigan Shoreline Regional
Development Commission
Muskegon, Michigan

We have audited the accompanying financial statements of West Michigan Shoreline Regional Development Commission as of and for the year ended September 30, 2005, which collectively comprise the Commission's basic financial statements as listed in the table of contents. These financial statements are the responsibility of West Michigan Shoreline Regional Development Commission's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of West Michigan Shoreline Regional Development Commission, as of September 30, 2005, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information on pages i - vi and 17 are not a required part of the basic financial statement but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplemental information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise West Michigan Shoreline Regional Development Commission's basic financial statements. The accompanying supplemental financial information is presented for purposes of additional analysis and is not a required part of the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.



West Michigan Shoreline Regional Development Commission
STATEMENT OF NET ASSETS
September 30, 2005

ASSETS

	Governmental activities
CURRENT ASSETS	
Cash and investments	\$ 196,349
Due from other governmental units	142,080
Prepaid items	<u>7,275</u>
Total current assets	345,704
NONCURRENT ASSETS	
Capital assets, net	
Depreciable	<u>22,372</u>
Total assets	368,076
LIABILITIES AND NET ASSETS	
CURRENT LIABILITIES	
Accounts payable and accrued liabilities	19,166
Deferred revenue	201,449
Compensated absences, due within one year	<u>34,422</u>
Total current liabilities	<u>255,037</u>
NET ASSETS	
Invested in capital assets	22,372
Unrestricted	<u>90,667</u>
Total net assets	<u><u>\$ 113,039</u></u>

The accompanying notes are an integral part of this statement.

West Michigan Shoreline Regional Development Commission
STATEMENT OF ACTIVITIES
For the year ended September 30, 2005

<i>Functions/Programs</i>	Expenses	Program Revenue		Net (Expense)
		Charges for services	Operating grants and contributions	Revenue and Changes in Net Assets
Governmental activities				Governmental activities
Land use planning	\$ 36,456	\$ 31,677	\$ 3,861	\$ (918)
Housing and community development	6,056	1,275	-	(4,781)
Economic development	127,186	10,511	118,691	2,016
Transportation planning	342,153	75,044	392,697	125,588
Hazard mitigation	29,693	12,172	29,109	11,588
General administration	241,666	-	-	(241,666)
Total governmental activities	<u>\$ 783,210</u>	<u>\$ 130,679</u>	<u>\$ 544,358</u>	(108,173)
General revenues				
Membership dues				<u>76,370</u>
Change in net assets				(31,803)
Net assets at October 1, 2004				<u>144,842</u>
Net assets at September 30, 2005				<u><u>\$ 113,039</u></u>

The accompanying notes are an integral part of this statement.

West Michigan Shoreline Regional Development Commission

BALANCE SHEET

Governmental Fund

September 30, 2005

	General Operations Fund
ASSETS	
Cash and investments	\$ 196,349
Due from other governmental units	142,080
Prepaid items	<u>7,275</u>
Total assets	<u><u>\$ 345,704</u></u>
LIABILITIES AND FUND BALANCE	
Liabilities	
Accounts payable	\$ 3,281
Accrued liabilities	15,885
Deferred revenue	<u>201,449</u>
Total liabilities	220,615
Fund balance	
Reserved for prepaid items	7,275
Unreserved	<u>117,814</u>
Total fund balance	<u>125,089</u>
Total liabilities and fund balance	<u><u>\$ 345,704</u></u>

The accompanying notes are an integral part of this statement.

West Michigan Shoreline Regional Development Commission
**RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET ASSETS**
September 30, 2005

Total fund balance—governmental funds	\$	125,089
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Amounts reported for governmental activities in the Statement of Net Assets
are different because:

Capital assets used in governmental activities are not financial resources and
are not reported in the governmental funds.

Cost of capital assets	\$	76,146	
Accumulated depreciation		<u>(53,774)</u>	22,372

Long-term liabilities, including compensated absences, are not due and payable
in the current period and therefore are not reported in the governmental fund.

(34,422)

Net assets of governmental activities in the Statement of Net Assets

\$ 113,039

The accompanying notes are an integral part of this statement.

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
Governmental Fund
For the year ended September 30, 2005

	General Operations Fund
REVENUES	
Intergovernmental revenues	
Federal	\$ 454,741
State	89,617
Local	<u>181,361</u>
Total revenues	725,719
EXPENDITURES	
Current	
Land use planning	47,825
Housing and community development	7,934
Economic development	178,964
Transportation planning	471,696
Hazard mitigation	<u>41,281</u>
Total expenditures	<u>747,700</u>
Net change in fund balance	(21,981)
Fund balance at October 1, 2004	<u>147,070</u>
Fund balance at September 30, 2005	\$ <u><u>125,089</u></u>

The accompanying notes are an integral part of this statement.

West Michigan Shoreline Regional Development Commission
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES**
For the year ended September 30, 2005

Net change in fund balance—governmental fund: \$ (21,981)

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report outlays for capital assets as expenditures; in the Statement of Activities, these costs are depreciated over their estimated useful lives.

Depreciation expense	\$ (7,027)	
Capital outlay	<u>5,215</u>	(1,812)

Increases in the compensated absences are reported on the accrual method in the Statement of Activities and reported as expenditures when financial resources are used in the governmental funds.

(8,010)

Change in net assets of governmental activities	\$	<u><u>(31,803)</u></u>
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The accompanying notes are an integral part of this statement.

NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of West Michigan Shoreline Regional Development Commission (Commission) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Commission's accounting policies are described below.

1. Reporting Entity

West Michigan Shoreline Regional Development Commission is a voluntary association of the counties of Lake, Mason, Muskegon, Newaygo and Oceana. The Commission was organized to implement and coordinate various area-wide planning functions, to serve as a regional conduit for federal and state grants affecting local governments, to provide professional and technical expertise not readily available to local governments and to operate certain specialty programs affecting multiple governments spread out over a large geographical area. The operations of the Commission are financed primarily by federal, state and local grants and membership contributions. The Commission does not have the power to levy taxes and, accordingly, its level of operations is dependent upon the amount of voluntary membership contributions received that can be used for local matching shares of grant participation programs.

Generally accepted accounting principles require that if the Commission has certain oversight responsibilities over other organizations, those organizations should be included in the Commission's financial statements. Since no organizations met this criteria, none are included in the financial statements.

2. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the Commission. Governmental activities, which normally are supported by intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. The Commission has no business-type activities.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirement of a particular function or segment. Revenues not properly included among program revenues are reported instead as general revenues.

The Commission has only one fund, the General Operations Fund, which is a governmental fund.

West Michigan Shoreline Regional Development Commission
NOTES TO THE FINANCIAL STATEMENTS—CONTINUED
September 30, 2005

NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES—Continued

3. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Reimbursements due for expenditure-driven grants are accrued as revenue at the time the expenditures are made, or when received in advance, deferred until expenditures are made. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The Commission reports the following major governmental fund:

The General Operations Fund is used to control the expenditures of various federal, state and local monies distributed to the Commission, to be expended according to various grant and professional service agreements.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in the government-wide financial statements to the extent that those standards do not conflict with or contradict guidance of the Government Accounting Standards Board.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services or privileges provided, 2) operating grants and contributions and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues.

When both restricted and unrestricted resources are available for use, it is the Commission's policy to use restricted resources first, then unrestricted resources as they are needed.

4. Assets, Liabilities and Net Assets or Equity

a. Deposits and Investments

The Commission's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

The Commission reports its investments in accordance with GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*. Under this standard, certain investments are valued at fair value as determined by quoted market prices or by estimated fair values when quoted market prices are not available. The standard also provides that certain investments are valued at cost (or amortized cost) when they are of a short-term duration, the rate of return is fixed, and the Commission intends to hold the investment until maturity.

West Michigan Shoreline Regional Development Commission
NOTES TO THE FINANCIAL STATEMENTS—CONTINUED
September 30, 2005

NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES—Continued

4. Assets, Liabilities and Net Assets or Equity—Continued

a. Deposits and Investments—Continued

The Commission has adopted an investment policy in compliance with State of Michigan statutes. Those statutes authorize the Commission to invest in obligations of the United States, certificates of deposit, prime commercial paper, securities guaranteed by United States agencies or instrumentalities, United States government or federal agency obligation repurchase agreements, bankers acceptances, state-approved investment pools and certain mutual funds.

b. Receivables and Payables

All trade receivables are shown net of allowance for uncollectibles.

c. Capital Assets

Capital assets, which include property, plant, and equipment are reported in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$1,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment is depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Computer equipment	5
Office furniture and equipment	7

d. Compensated Absences

Commission employees are granted vacation and sick leave in varying amounts based on length of service. Upon termination, employees are paid for unused vacation at their current rates. Sick leave pay does not vest with the employee and is payable only in the event of absences due to illness. All vacation pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

West Michigan Shoreline Regional Development Commission
NOTES TO THE FINANCIAL STATEMENTS—CONTINUED
September 30, 2005

NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES—Continued

4. Assets, Liabilities and Net Assets or Equity—Continued

e. Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

f. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures.

g. Indirect Cost Allocation

Indirect costs are distributed to the programs pursuant to a cost allocation plan as required by OMB A-87. Indirect costs are distributed based on direct payroll charged to programs.

The Commission submits a request for a provisional rate to its oversight agency at the beginning of each year. This rate is required to be audited. The comparison of the provisional and audited rate for the year ended September 30, 2005 is as follows:

	<u>Provisional rate</u>	<u>Audited results</u>
Fringe benefit cost	54.70%	54.47%
Indirect cost	39.80%	42.18%

Computation of the fringe benefit and indirect cost rate is presented on pages 52 and 53 of this report.

NOTE B—STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

1. Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the governmental fund. All annual appropriations lapse at fiscal year end.

The Commission follows these procedures in establishing the budgetary information provided in the financial statements:

- a. Prior to September 30, the Board of Directors reviews a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
- b. The budget is legally enacted through passage of a resolution before October 1.
- c. Supplemental appropriations, when required to provide for additional expenditures, are matched by additional anticipated revenues or an appropriation of available fund balance and must be approved by the Board of Directors.

The appropriated budget is prepared by function. Budgets are also adopted on a project by project basis as a management tool. The legal level of budgetary control is the function level.

West Michigan Shoreline Regional Development Commission
NOTES TO THE FINANCIAL STATEMENTS—CONTINUED
September 30, 2005

NOTE C—DEPOSITS AND INVESTMENTS

Interest rate risk. The Commission does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit risk. State law limits investments in commercial paper and corporate bonds to the two highest classifications issued by nationally recognized statistical rating organizations (NRSROs). The Commission has no investment policy that would further limit its investment choices.

Concentration of credit risk. The Commission does not have a concentration of credit risk policy. Concentration of credit risk is the risk of loss attributed to the magnitude of the Commission investment in a single issuer, by diversifying the investment portfolio so that the impact of potential losses from any one type of security or issuer will be minimized.

Custodial credit risk - deposits. In the case of deposits, this is the risk that in the event of a bank failure, the Commission's deposits may not be returned to it. As of September 30, 2005, \$36,717 of the Commission's bank balance of \$200,286 was exposed to custodial credit risk because it was uninsured and uncollateralized.

Custodial credit risk - investments. The Commission does not have a custodial credit risk policy for investments. This is the risk that, in the event of the failure of the counterparty, the Commission will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

Foreign currency risk. The Commission is not authorized to invest in investments which have this type of risk.

NOTE D—CAPITAL ASSETS

	Balance October 1, <u>2004</u>	<u>Additions</u>	<u>Deductions</u>	Balance September 30, <u>2005</u>
Capital assets, being depreciated:				
Computer equipment	\$ 28,651	\$ 5,215	\$ 5,399	\$ 28,467
Office furniture and equipment	<u>47,679</u>	<u>-</u>	<u>-</u>	<u>47,679</u>
Total capital assets, being depreciated	76,330	5,215	5,399	76,146
Less accumulated depreciation:				
Computer equipment	17,981	3,725	5,399	16,307
Office furniture and equipment	<u>34,165</u>	<u>3,302</u>	<u>-</u>	<u>37,467</u>
Total accumulated depreciation	<u>52,146</u>	<u>7,027</u>	<u>5,399</u>	<u>53,774</u>
Capital assets, net	\$ <u>24,184</u>	\$ <u>(1,812)</u>	\$ <u>-</u>	\$ <u>22,372</u>

Depreciation expense was charged to functions as follows:

General administration	\$ <u>7,027</u>
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West Michigan Shoreline Regional Development Commission
NOTES TO THE FINANCIAL STATEMENTS—CONTINUED
September 30, 2005

NOTE E—NOTE PAYABLE TO BANK

The Commission has an unsecured line of credit with borrowings limited to \$50,000 and interest payable monthly at the prime rate plus one percent expiring June 2006.

There was no balance outstanding as of September 30, 2005.

NOTE F—LONG-TERM DEBT

Summary of Changes in Long-Term Liabilities

The following is a summary of long-term liabilities activity for the Commission for the year ended September 30, 2005.

	Balance October 1, <u>2004</u>	<u>Additions</u>	<u>Deductions</u>	Balance September 30, <u>2005</u>	Due within <u>one year</u>
Compensated absences	\$ <u>26,412</u>	\$ <u>38,131</u>	\$ <u>30,121</u>	\$ <u>34,422</u>	\$ <u>34,422</u>

NOTE G—OTHER INFORMATION

1. Risk Management

The Commission is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Commission manages its liability and property risk by participating in Michigan Municipal Risk Management Authority (MMRMA), a public entity risk pool providing property and liability coverage to its participating members. The Commission pays an annual premium to MMRMA for its insurance coverage. The MMRMA is self-sustaining through member premiums and provides, subject to certain deductibles, occurrence-based casualty coverage for each incident and occurrence-based property coverage to its members by internally assuring certain risks and reinsuring risks through commercial companies. Various deductibles are maintained to place the responsibility for small charges with the insured. Settled claims resulting from these risks have not exceeded insurance coverage in any of the past three fiscal years.

The Commission carries commercial insurance for workers' compensation and employee health and accident insurances. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

2. Contingent Liabilities

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies, principally the federal and state government. Any disallowed claims, including amounts already collected, may constitute a liability to the applicable funds. The amount, if any, of expenditures that may be disallowed by the grantor cannot be determined at this time, although the Commission expects such amounts, if any, to be immaterial.

West Michigan Shoreline Regional Development Commission
NOTES TO THE FINANCIAL STATEMENTS—CONTINUED
September 30, 2005

NOTE H—EMPLOYEE RETIREMENT SYSTEMS AND PENSION PLANS

1. Pension Plan

Plan Description. The West Michigan Shoreline Regional Development Commission is in an agent multiple-employer defined benefit pension plan with the Municipal Employees Retirement System (MERS). The Plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to Plan members and beneficiaries. Act No. 427 of the Public Acts of 1984 of the State of Michigan assigns the authority to establish and amend the benefit provisions of the plans that participate in MERS to the respective employer entities; that authority rests with the West Michigan Shoreline Regional Development Commission. A copy of the complete financial report and required supplemental information can be obtained by writing to:

West Michigan Shoreline Regional
Development Commission
316 Morris Avenue, Suite 340
Muskegon, MI 49443

Funding Policy. Plan members are not required to contribute to the plan. The Commission is required to contribute at an actuarially-determined rate depending upon position. There is currently an actuarially-determined moratorium on Commission contributions.

Annual Pension Cost. For the year ended September 30, 2005, the Commission had no annual pension cost. The required contribution was determined as part of the December 31, 2003 actuarial valuation using the entry age actuarial cost method. The actuarial assumptions included (a) 8 percent investment rate of return (net of administrative expenses), (b) projected salary increases ranging from 0 percent to 8.4 percent, and (c) 4.5 percent per year compounded annually attributable to inflation. The actuarial value of plan assets was determined using techniques that smooth the effects of short-term volatility in the market value of investments over a five-year period.

Three-Year Trend Information

<u>Year ending</u>	<u>Approximate Annual Pension Cost (APC)</u>	<u>Percent of APC contributed</u>	<u>Net Pension Obligation</u>
9/30/03	\$ -	100%	\$ -
9/30/04	-	100	-
9/30/05	-	100	-

REQUIRED SUPPLEMENTARY INFORMATION

Schedule of Funding Progress

(Dollar amounts in thousands)

<u>Actuarial valuation date</u>	<u>Actuarial value of assets</u>	<u>Actuarial Accrued Liability (AAL) Entry Age</u>	<u>Unfunded AAL (UAAL)</u>	<u>Funded ratio</u>	<u>Covered payroll</u>	<u>UAAL as a percentage of covered payroll</u>
12/31/02	\$2,593	\$1,607	\$ 986	161%	\$382	-%
12/31/03	2,801	1,773	1,028	158	398	-
12/31/04	2,992	1,974	1,018	152	448	-

West Michigan Shoreline Regional Development Commission
NOTES TO THE FINANCIAL STATEMENTS—CONTINUED
September 30, 2005

NOTE H—EMPLOYEE RETIREMENT SYSTEMS AND PENSION PLANS—Continued

2. Deferred Compensation Plan

The West Michigan Shoreline Regional Development Commission offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The Plan, available to all full-time West Michigan Shoreline Regional Development Commission's employees at their option, permits participants to defer a portion of their salary until future years. The deferred compensation is not available to participants until termination, retirement, death or unforeseeable emergency.

The Plan has created a trust for the exclusive benefit of the Plan's participants and beneficiaries under rules provided in Internal Revenue Code Section 401(f).

NOTE I—LEASES

The Commission leases office space, an automobile, and office equipment under noncancelable operating leases. Rent expense under these leases amounted to \$57,781 for the year ended September 30, 2005. The future minimum lease payments for these leases are as follows:

<u>Year ending</u> <u>September 30,</u>	<u>Amount</u>
2006	\$ 57,500
2007	<u>44,000</u>
	<u>\$ 101,500</u>

NOTE J—ECONOMIC DEPENDENCY

Michigan Department of Transportation grants and Economic Development Administration grants account for 65 percent and 17 percent of general operations revenue, respectively.

REQUIRED SUPPLEMENTARY INFORMATION

West Michigan Shoreline Regional Development Commission
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE
General Operations Fund
For the year ended September 30, 2005

	Budgeted amounts		Actual	Variance with final budget- positive (negative)
	Original	Final		
REVENUES				
Intergovernmental revenues				
Federal	\$ 474,553	\$ 474,553	\$ 454,741	\$ (19,812)
State	124,042	124,042	89,617	(34,425)
Local	<u>257,873</u>	<u>257,873</u>	<u>181,361</u>	<u>(76,512)</u>
Total revenues	856,468	856,468	725,719	(130,749)
EXPENDITURES				
Current				
Salaries and wages	344,229	344,229	319,691	24,538
Fringe benefits	199,576	199,576	172,703	26,873
Contractual services	70,135	70,135	11,309	58,826
Indirect costs	207,655	207,655	207,699	(44)
Travel	16,324	16,324	12,974	3,350
Supplies	1,582	1,582	6,711	(5,129)
Other	<u>16,967</u>	<u>16,967</u>	<u>16,613</u>	<u>354</u>
Total expenditures	<u>856,468</u>	<u>856,468</u>	<u>747,700</u>	<u>108,768</u>
Net change in fund balance	\$ <u>-</u>	\$ <u>-</u>	(21,981)	\$ <u>(21,981)</u>
Fund balance at October 1, 2004			<u>147,070</u>	
Fund balance at September 30, 2005			\$ <u>125,089</u>	

OTHER SUPPLEMENTAL INFORMATION

West Michigan Shoreline Regional Development Commission
COMBINING CUMULATIVE STATEMENT OF REVENUES AND EXPENDITURES
General Operations Fund
Year ended September 30, 2005

	Total	West Michigan Information Center 1801	Local Government Services 1900	Michigan Association of Regions Secretariat 1939	Muskegon Areawide Plan 1957	Whitehall Township Comprehensive Plan 1978	Walkerville Recreation Plan 1980	Regional Green Infrastructure 1982	Holton Township Land Use Plan 1983	Lake Michigan Academy 1985
Revenues										
Intergovernmental revenues										
Federal	\$ 719,891.68	\$ -	\$ -	\$ -	\$ 96,178.75	\$ -	\$ -	\$ -	\$ -	\$ 2,876.39
State	129,998.44	-	-	-	10,219.48	-	-	-	-	-
Local	364,247.26	5.63	250.00	3,985.10	129,073.95	10,701.36	4,180.52	10,309.57	6,529.18	-
Total revenues	<u>\$ 1,214,137.38</u>	<u>\$ 5.63</u>	<u>\$ 250.00</u>	<u>\$ 3,985.10</u>	<u>\$ 235,472.18</u>	<u>\$ 10,701.36</u>	<u>\$ 4,180.52</u>	<u>\$ 10,309.57</u>	<u>\$ 6,529.18</u>	<u>\$ 2,876.39</u>
Expenditures										
Personnel	\$ 448,640.83	\$ -	\$ -	\$ 28.24	\$ 26,241.62	\$ 1,165.14	\$ 1,613.20	\$ 3,788.00	\$ 3,029.60	\$ 1,259.38
Fringe benefits	236,101.39	-	-	14.31	12,957.86	530.43	844.36	1,937.77	1,587.19	722.36
	684,742.22	-	-	42.55	39,199.48	1,695.57	2,457.56	5,725.77	4,616.79	1,981.74
Contractual	196,028.79	-	-	-	157,180.00	-	-	-	-	-
Indirect	285,226.70	-	-	15.40	17,679.87	790.69	989.36	2,263.57	1,878.36	894.65
Travel	14,339.16	-	-	100.23	234.48	853.85	146.56	58.96	28.16	-
Supplies	15,296.96	-	250.00	174.81	6,702.10	681.24	571.00	464.98	-	-
Other	40,484.43	5.63	-	3,652.11	14,476.25	6,680.01	16.04	1,796.29	5.87	-
Total expenditures	<u>\$ 1,236,118.26</u>	<u>\$ 5.63</u>	<u>\$ 250.00</u>	<u>\$ 3,985.10</u>	<u>\$ 235,472.18</u>	<u>\$ 10,701.36</u>	<u>\$ 4,180.52</u>	<u>\$ 10,309.57</u>	<u>\$ 6,529.18</u>	<u>\$ 2,876.39</u>

West Michigan Shoreline Regional Development Commission
COMBINING CUMULATIVE STATEMENT OF REVENUES AND EXPENDITURES—CONTINUED
 General Operations Fund
 Year ended September 30, 2005

	Blue Lake Township Land Use Plan 1986	Rural Safety Forum 1987	Housing and Community Development 2238	Economic Development Program 5136	Economic Development Program 5137	Regional Brownfields Inventory and Plan 5138	Polk Road Corridor Study 6337	Asset Management Study 6339	Areawide Air Quality Improvement Program 6347
Revenues									
Intergovernmental revenues									
Federal	\$ -	\$ 984.33	\$ -	\$ 55,628.00	\$ 73,905.16	\$ 30,438.04	\$ 8,000.00	\$ -	\$ 81,256.00
State	-	-	-	-	-	-	-	39,762.00	-
Local	6,056.71	-	7,933.91	18,961.00	24,635.05	30,438.04	2,000.00	203.90	21,573.07
Total revenues	<u>\$ 6,056.71</u>	<u>\$ 984.33</u>	<u>\$ 7,933.91</u>	<u>\$ 74,589.00</u>	<u>\$ 98,540.21</u>	<u>\$ 60,876.08</u>	<u>\$ 10,000.00</u>	<u>\$ 39,965.90</u>	<u>\$ 102,829.07</u>
Expenditures									
Personnel	\$ 2,639.84	\$ -	\$ 3,267.07	\$ 34,894.90	\$ 43,085.89	\$ 26,868.25	\$ -	\$ 17,282.82	\$ 42,806.96
Fringe benefits	1,514.17	-	1,668.12	17,706.39	24,152.83	15,090.89	-	8,769.28	23,421.23
	4,154.01	-	4,935.19	52,601.29	67,238.72	41,959.14	-	26,052.10	66,228.19
Contractual	-	-	-	-	-	-	8,500.00	3,228.22	-
Indirect	1,875.30	-	1,946.53	19,482.69	29,587.62	18,503.96	-	9,645.35	28,349.80
Travel	17.92	15.04	868.59	115.11	575.36	299.88	-	804.37	437.72
Supplies	-	277.11	93.62	1,051.96	726.76	47.29	-	229.95	616.37
Other	9.48	692.18	89.98	1,337.95	411.75	65.81	1,500.00	5.91	7,196.99
Total expenditures	<u>\$ 6,056.71</u>	<u>\$ 984.33</u>	<u>\$ 7,933.91</u>	<u>\$ 74,589.00</u>	<u>\$ 98,540.21</u>	<u>\$ 60,876.08</u>	<u>\$ 10,000.00</u>	<u>\$ 39,965.90</u>	<u>\$ 102,829.07</u>

West Michigan Shoreline Regional Development Commission
COMBINING CUMULATIVE STATEMENT OF REVENUES AND EXPENDITURES—CONTINUED
 General Operations Fund
 Year ended September 30, 2005

	Metropolitan Transportation Program Assistance 6349	Metropolitan Transportation Data Assistance 6350	Metropolitan Area Transportation Planning 6351	Transit Planning 6352	Regional Transportation 6353	Asset Management Program 6354	Hazard Mitigation Plan 7001	Other
Revenues								
Intergovernmental revenues								
Federal	\$ 20,215.00	\$ 50,573.26	\$ 131,522.14	\$ 18,314.60	\$ -	\$ -	\$ 150,000.01	\$ -
State	-	-	-	-	38,000.00	42,016.96	-	-
Local	<u>4,801.27</u>	<u>13,341.66</u>	<u>34,166.22</u>	<u>4,578.65</u>	<u>33.85</u>	<u>-</u>	<u>52,469.50</u>	<u>(21,980.88)</u>
Total revenues	<u>\$ 25,016.27</u>	<u>\$ 63,914.92</u>	<u>\$ 165,688.36</u>	<u>\$ 22,893.25</u>	<u>\$ 38,033.85</u>	<u>\$ 42,016.96</u>	<u>\$ 202,469.51</u>	<u>\$ (21,980.88)</u>
Expenditures								
Personnel	\$ 11,065.25	\$ 29,592.09	\$ 73,165.56	\$ 10,306.41	\$ 16,855.25	\$ 17,993.20	\$ 81,692.16	\$ -
Fringe benefits	<u>5,739.23</u>	<u>15,506.46</u>	<u>38,758.55</u>	<u>5,531.67</u>	<u>9,213.66</u>	<u>9,926.98</u>	<u>40,507.65</u>	<u>-</u>
	16,804.48	45,098.55	111,924.11	15,838.08	26,068.91	27,920.18	122,199.81	-
Contractual	-	-	-	-	-	820.57	26,300.00	-
Indirect	6,755.34	18,353.11	46,140.05	6,630.38	11,147.38	12,065.98	50,231.31	-
Travel	871.47	345.53	6,226.20	64.21	156.05	1,084.49	1,034.98	-
Supplies	144.23	32.52	790.42	359.01	383.72	121.54	1,578.33	-
Other	<u>440.75</u>	<u>85.21</u>	<u>607.58</u>	<u>1.57</u>	<u>277.79</u>	<u>4.20</u>	<u>1,125.08</u>	<u>-</u>
Total expenditures	<u>\$ 25,016.27</u>	<u>\$ 63,914.92</u>	<u>\$ 165,688.36</u>	<u>\$ 22,893.25</u>	<u>\$ 38,033.85</u>	<u>\$ 42,016.96</u>	<u>\$ 202,469.51</u>	<u>\$ -</u>

West Michigan Shoreline Regional Development Commission
COMBINING STATEMENT OF REVENUES AND EXPENDITURES - CURRENT YEAR
 General Operations Fund
 Year ended September 30, 2005

	Total	West Michigan Information Center 1801	Local Government Services 1900	Michigan Association of Regions Secretariat 1939	Muskegon Areawide Plan 1957	Whitehall Township Comprehensive Plan 1978	Walkerville Recreation Plan 1980	Regional Green Infrastructure 1982	Holton Township Land Use Plan 1983	Lake Michigan Academy 1985
Revenues										
Intergovernmental revenues										
Federal	\$ 454,740.90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,876.39
State	89,616.59	-	-	-	-	-	-	-	-	-
Local	181,361.83	5.63	250.00	1,867.15	15,509.97	1,770.44	3,656.01	8,318.84	6,529.18	-
Total revenues	<u>\$ 725,719.32</u>	<u>\$ 5.63</u>	<u>\$ 250.00</u>	<u>\$ 1,867.15</u>	<u>\$ 15,509.97</u>	<u>\$ 1,770.44</u>	<u>\$ 3,656.01</u>	<u>\$ 8,318.84</u>	<u>\$ 6,529.18</u>	<u>\$ 2,876.39</u>
Expenditures										
Personnel	\$ 319,691.28	\$ -	\$ -	\$ -	\$ 700.45	\$ -	\$ 1,393.60	\$ 3,788.00	\$ 3,029.60	\$ 1,259.38
Fringe benefits	172,702.68	-	-	-	401.77	-	733.17	1,937.77	1,587.19	722.36
	492,393.96	-	-	-	1,102.22	-	2,126.77	5,725.77	4,616.79	1,981.74
Contractual	11,308.99	-	-	-	10,488.42	-	-	-	-	-
Indirect	207,699.13	-	-	-	497.59	-	869.61	2,263.57	1,878.36	894.65
Travel	12,974.08	-	-	41.34	58.32	827.29	72.96	50.00	28.16	-
Supplies	6,711.01	-	250.00	174.81	707.92	681.24	571.00	-	-	-
Other	16,613.03	5.63	-	1,651.00	2,655.50	261.91	15.67	279.50	5.87	-
Total expenditures	<u>\$ 747,700.20</u>	<u>\$ 5.63</u>	<u>\$ 250.00</u>	<u>\$ 1,867.15</u>	<u>\$ 15,509.97</u>	<u>\$ 1,770.44</u>	<u>\$ 3,656.01</u>	<u>\$ 8,318.84</u>	<u>\$ 6,529.18</u>	<u>\$ 2,876.39</u>

West Michigan Shoreline Regional Development Commission
COMBINING STATEMENT OF REVENUES AND EXPENDITURES - CURRENT YEAR—CONTINUED
 General Operations Fund
 Year ended September 30, 2005

	Blue Lake Township Land Use Plan 1986	Rural Safety Forum 1987	Housing and Community Development 2238	Economic Development Program 5136	Economic Development Program 5137	Regional Brownfields Inventory and Plan 5138	Polk Road Corridor Study 6337	Asset Management Study 6339	Areawide Air Quality Improvement Program 6347
Revenues									
Intergovernmental revenues									
Federal	\$ -	\$ 984.33	\$ -	\$ 14,347.41	\$ 73,905.16	\$ 30,438.04	\$ 1,200.00	\$ -	\$ 81,256.00
State	-	-	-	-	-	-	-	9,599.63	-
Local	<u>6,056.71</u>	<u>-</u>	<u>7,933.91</u>	<u>5,200.80</u>	<u>24,635.05</u>	<u>30,438.04</u>	<u>300.00</u>	<u>203.90</u>	<u>21,573.07</u>
Total revenues	<u>\$ 6,056.71</u>	<u>\$ 984.33</u>	<u>\$ 7,933.91</u>	<u>\$ 19,548.21</u>	<u>\$ 98,540.21</u>	<u>\$ 60,876.08</u>	<u>\$ 1,500.00</u>	<u>\$ 9,803.53</u>	<u>\$ 102,829.07</u>
Expenditures									
Personnel	\$ 2,639.84	\$ -	\$ 3,267.07	\$ 8,989.38	\$ 43,085.89	\$ 26,868.25	\$ -	\$ 4,371.42	\$ 42,806.96
Fringe benefits	<u>1,514.17</u>	<u>-</u>	<u>1,668.12</u>	<u>4,589.90</u>	<u>24,152.83</u>	<u>15,090.89</u>	<u>-</u>	<u>2,232.01</u>	<u>23,421.23</u>
	4,154.01	-	4,935.19	13,579.28	67,238.72	41,959.14	-	6,603.43	66,228.19
Contractual	-	-	-	-	-	-	-	-	-
Indirect	1,875.30	-	1,946.53	5,355.90	29,587.62	18,503.96	-	2,604.51	28,349.80
Travel	17.92	15.04	868.59	27.20	575.36	299.88	-	561.92	437.72
Supplies	-	277.11	93.62	333.25	726.76	47.29	-	31.41	616.37
Other	<u>9.48</u>	<u>692.18</u>	<u>89.98</u>	<u>252.58</u>	<u>411.75</u>	<u>65.81</u>	<u>1,500.00</u>	<u>2.26</u>	<u>7,196.99</u>
Total expenditures	<u>\$ 6,056.71</u>	<u>\$ 984.33</u>	<u>\$ 7,933.91</u>	<u>\$ 19,548.21</u>	<u>\$ 98,540.21</u>	<u>\$ 60,876.08</u>	<u>\$ 1,500.00</u>	<u>\$ 9,803.53</u>	<u>\$ 102,829.07</u>

West Michigan Shoreline Regional Development Commission
COMBINING STATEMENT OF REVENUES AND EXPENDITURES - CURRENT YEAR—CONTINUED
 General Operations Fund
 Year ended September 30, 2005

	Metropolitan Transportation Program Assistance 6349	Metropolitan Transportation Data Assistance 6350	Metropolitan Area Transportation Planning 6351	Transit Planning 6352	Regional Transportation 6353	Asset Management Program 6354	Hazard Mitigation Plan 7001	Other
Revenues								
Intergovernmental revenues								
Federal	\$ 20,215.00	\$ 50,573.26	\$ 131,522.14	\$ 18,314.60	\$ -	\$ -	\$ 29,108.57	\$ -
State	-	-	-	-	38,000.00	42,016.96	-	-
Local	<u>4,801.27</u>	<u>13,341.66</u>	<u>34,166.22</u>	<u>4,578.65</u>	<u>33.85</u>	<u>-</u>	<u>12,172.36</u>	<u>(21,980.88)</u>
Total revenues	<u>\$ 25,016.27</u>	<u>\$ 63,914.92</u>	<u>\$ 165,688.36</u>	<u>\$ 22,893.25</u>	<u>\$ 38,033.85</u>	<u>\$ 42,016.96</u>	<u>\$ 41,280.93</u>	<u>\$ (21,980.88)</u>
Expenditures								
Personnel	\$ 11,065.25	\$ 29,592.09	\$ 73,165.56	\$ 10,306.41	\$ 16,855.25	\$ 17,993.20	\$ 18,513.68	\$ -
Fringe benefits	<u>5,739.23</u>	<u>15,506.46</u>	<u>38,758.55</u>	<u>5,531.67</u>	<u>9,213.66</u>	<u>9,926.98</u>	<u>9,974.72</u>	<u>-</u>
	16,804.48	45,098.55	111,924.11	15,838.08	26,068.91	27,920.18	28,488.40	-
Contractual	-	-	-	-	-	820.57	-	-
Indirect	6,755.34	18,353.11	46,140.05	6,630.38	11,147.38	12,065.98	11,979.49	-
Travel	871.47	345.53	6,226.20	64.21	156.05	1,084.49	344.43	-
Supplies	144.23	32.52	790.42	359.01	383.72	121.54	368.79	-
Other	<u>440.75</u>	<u>85.21</u>	<u>607.58</u>	<u>1.57</u>	<u>277.79</u>	<u>4.20</u>	<u>99.82</u>	<u>-</u>
Total expenditures	<u>\$ 25,016.27</u>	<u>\$ 63,914.92</u>	<u>\$ 165,688.36</u>	<u>\$ 22,893.25</u>	<u>\$ 38,033.85</u>	<u>\$ 42,016.96</u>	<u>\$ 41,280.93</u>	<u>\$ -</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund
 West Michigan Information Center - 1801
 Year ended September 30, 2005

	<u>Amended budget</u>	<u>Cumulative to September 30, 2004</u>	<u>Current year activity</u>	<u>Cumulative to September 30, 2005</u>
Revenues				
Intergovernmental revenues				
Federal	\$ -	\$ -	\$ -	\$ -
State	-	-	-	-
Local	<u>200</u>	<u>-</u>	<u>5.63</u>	<u>5.63</u>
Total revenues	<u>\$ 200</u>	<u>\$ -</u>	<u>\$ 5.63</u>	<u>\$ 5.63</u>
Expenditures				
Personnel	\$ 14	\$ -	\$ -	\$ -
Fringe benefits	<u>8</u>	<u>-</u>	<u>-</u>	<u>-</u>
	22		-	-
Contractual	-	-	-	-
Indirect	9	-	-	-
Travel	5	-	-	-
Supplies	57	-	-	-
Other	<u>107</u>	<u>-</u>	<u>5.63</u>	<u>5.63</u>
Total expenditures	<u>\$ 200</u>	<u>\$ -</u>	<u>\$ 5.63</u>	<u>\$ 5.63</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund
 Local Government Services - 1900
 Year ended September 30, 2005

	<u>Amended budget</u>	<u>Cumulative to September 30, 2004</u>	<u>Current year activity</u>	<u>Cumulative to September 30, 2005</u>
Revenues				
Intergovernmental revenues				
Federal	\$ -	\$ -	\$ -	\$ -
State	-	-	-	-
Local	<u>69,724</u>	<u>-</u>	<u>250.00</u>	<u>250.00</u>
Total revenues	<u>\$ 69,724</u>	<u>\$ -</u>	<u>\$ 250.00</u>	<u>\$ 250.00</u>
Expenditures				
Personnel	\$ 18,298	\$ -	\$ -	\$ -
Fringe benefits	<u>10,411</u>	<u>-</u>	<u>-</u>	<u>-</u>
	28,709	-	-	-
Contractual	29,648	-	-	-
Indirect	11,367	-	-	-
Travel	-	-	-	-
Supplies	-	-	250.00	250.00
Other	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total expenditures	<u>\$ 69,724</u>	<u>\$ -</u>	<u>\$ 250.00</u>	<u>\$ 250.00</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
 General Operations Fund
 Michigan Association of Regions Secretariat - 1939
 Year ended September 30, 2005

	<u>Amended budget</u>	<u>Cumulative to September 30, 2004</u>	<u>Current year activity</u>	<u>Cumulative to September 30, 2005</u>
Revenues				
Intergovernmental revenues				
Federal	\$ -	\$ -	\$ -	\$ -
State	-	-	-	-
Local	<u>4,000</u>	<u>2,117.95</u>	<u>1,867.15</u>	<u>3,985.10</u>
Total revenues	<u>\$ 4,000</u>	<u>\$ 2,117.95</u>	<u>\$ 1,867.15</u>	<u>\$ 3,985.10</u>
Expenditures				
Personnel	\$ 1,625	\$ 28.24	\$ -	\$ 28.24
Fringe benefits	<u>879</u>	<u>14.31</u>	<u>-</u>	<u>14.31</u>
	2,504	42.55	-	42.55
Contractual	-	-	-	-
Indirect	1,045	15.40	-	15.40
Travel	156	58.89	41.34	100.23
Supplies	15	-	174.81	174.81
Other	<u>280</u>	<u>2,001.11</u>	<u>1,651.00</u>	<u>3,652.11</u>
Total expenditures	<u>\$ 4,000</u>	<u>\$ 2,117.95</u>	<u>\$ 1,867.15</u>	<u>\$ 3,985.10</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund
Muskegon Areawide Plan - 1957
Year ended September 30, 2005

	Amended budget	Cumulative to September 30, 2004	Current year activity	Cumulative to September 30, 2005
Revenues				
Intergovernmental revenues				
Federal- STPU	\$ 50,000	\$ 49,999.98	\$ -	\$ 49,999.98
Federal- SPR	40,000	39,780.52	-	39,780.52
State	10,000	10,219.48	-	10,219.48
Michigan DEQ	24,900	6,398.25	-	6,398.25
Local	<u>110,667</u>	<u>113,563.98</u>	<u>15,509.97</u>	<u>129,073.95</u>
Total revenues	<u>\$ 235,567</u>	<u>\$ 219,962.21</u>	<u>\$ 15,509.97</u>	<u>\$ 235,472.18</u>
Expenditures				
Personnel	\$ 25,550	\$ 25,541.17	\$ 700.45	\$ 26,241.62
Fringe benefits	<u>12,500</u>	<u>12,556.09</u>	<u>401.77</u>	<u>12,957.86</u>
	38,050	38,097.26	1,102.22	39,199.48
Contractual	168,030	146,691.58	10,488.42	157,180.00
Indirect	17,200	17,182.28	497.59	17,679.87
Travel	200	176.16	58.32	234.48
Supplies	6,000	5,994.18	707.92	6,702.10
Other	<u>6,087</u>	<u>11,820.75</u>	<u>2,655.50</u>	<u>14,476.25</u>
Total expenditures	<u>\$ 235,567</u>	<u>\$ 219,962.21</u>	<u>\$ 15,509.97</u>	<u>\$ 235,472.18</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund
 Whitehall Township Comprehensive Plan - 1978
 Year ended September 30, 2005

	<u>Amended budget</u>	<u>Cumulative to September 30, 2004</u>	<u>Current year activity</u>	<u>Cumulative to September 30, 2005</u>
Revenues				
Intergovernmental revenues				
Federal	\$ -	\$ -	\$ -	\$ -
State	-	-	-	-
Local	<u>10,000</u>	<u>8,930.92</u>	<u>1,770.44</u>	<u>10,701.36</u>
Total revenues	<u>\$ 10,000</u>	<u>\$ 8,930.92</u>	<u>\$ 1,770.44</u>	<u>\$ 10,701.36</u>
Expenditures				
Personnel	\$ 4,096	\$ 1,165.14	\$ -	\$ 1,165.14
Fringe benefits	<u>2,246</u>	<u>530.43</u>	<u>-</u>	<u>530.43</u>
	6,342	1,695.57	-	1,695.57
Contractual	-	-	-	-
Indirect	2,282	790.69	-	790.69
Travel	226	26.56	827.29	853.85
Supplies	38	-	681.24	681.24
Other	<u>1,112</u>	<u>6,418.10</u>	<u>261.91</u>	<u>6,680.01</u>
Total expenditures	<u>\$ 10,000</u>	<u>\$ 8,930.92</u>	<u>\$ 1,770.44</u>	<u>\$ 10,701.36</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund
Walkerville Recreation Plan - 1980
Year ended September 30, 2005

	<u>Amended budget</u>	<u>Cumulative to September 30, 2004</u>	<u>Current year activity</u>	<u>Cumulative to September 30, 2005</u>
Revenues				
Intergovernmental revenues				
Federal	\$ -	\$ -	\$ -	\$ -
State	-	-	-	-
Local	<u>4,000</u>	<u>524.51</u>	<u>3,656.01</u>	<u>4,180.52</u>
Total revenues	<u>\$ 4,000</u>	<u>\$ 524.51</u>	<u>\$ 3,656.01</u>	<u>\$ 4,180.52</u>
Expenditures				
Personnel	\$ 1,628	\$ 219.60	\$ 1,393.60	\$ 1,613.20
Fringe benefits	<u>880</u>	<u>111.19</u>	<u>733.17</u>	<u>844.36</u>
	2,508	330.79	2,126.77	2,457.56
Contractual	-	-	-	-
Indirect	1,045	119.75	869.61	989.36
Travel	90	73.60	72.96	146.56
Supplies	15	-	571.00	571.00
Other	<u>342</u>	<u>0.37</u>	<u>15.67</u>	<u>16.04</u>
Total expenditures	<u>\$ 4,000</u>	<u>\$ 524.51</u>	<u>\$ 3,656.01</u>	<u>\$ 4,180.52</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund
Regional Green Infrastructure - 1982
Year ended September 30, 2005

	<u>Amended budget</u>	<u>Cumulative to September 30, 2004</u>	<u>Current year activity</u>	<u>Cumulative to September 30, 2005</u>
Revenues				
Intergovernmental revenues				
Federal	\$ -	\$ -	\$ -	\$ -
State	-	-	-	-
Local	<u>10,000</u>	<u>1,990.73</u>	<u>8,318.84</u>	<u>10,309.57</u>
Total revenues	<u>\$ 10,000</u>	<u>\$ 1,990.73</u>	<u>\$ 8,318.84</u>	<u>\$ 10,309.57</u>
Expenditures				
Personnel	\$ 3,460	\$ -	\$ 3,788.00	\$ 3,788.00
Fringe benefits	<u>1,870</u>	<u>-</u>	<u>1,937.77</u>	<u>1,937.77</u>
	5,330	-	5,725.77	5,725.77
Contractual	-	-	-	-
Indirect	2,225	-	2,263.57	2,263.57
Travel	191	8.96	50.00	58.96
Supplies	32	464.98	-	464.98
Other	<u>2,222</u>	<u>1,516.79</u>	<u>279.50</u>	<u>1,796.29</u>
Total expenditures	<u>\$ 10,000</u>	<u>\$ 1,990.73</u>	<u>\$ 8,318.84</u>	<u>\$ 10,309.57</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
 General Operations Fund
 Holton Township Land Use Plan - 1983
 Year ended September 30, 2005

	Amended budget	Cumulative to September 30, 2004	Current year activity	Cumulative to September 30, 2005
Revenues				
Intergovernmental revenues				
Federal	\$ -	\$ -	\$ -	\$ -
State	-	-	-	-
Local	6,000	-	6,529.18	6,529.18
Total revenues	\$ <u>6,000</u>	\$ <u>-</u>	\$ <u>6,529.18</u>	\$ <u>6,529.18</u>
Expenditures				
Personnel	\$ 2,076	\$ -	\$ 3,029.60	\$ 3,029.60
Fringe benefits	1,122	-	1,587.19	1,587.19
	<u>3,198</u>	<u>-</u>	<u>4,616.79</u>	<u>4,616.79</u>
Contractual	-	-	-	-
Indirect	1,335	-	1,878.36	1,878.36
Travel	115	-	28.16	28.16
Supplies	19	-	-	-
Other	1,333	-	5.87	5.87
Total expenditures	\$ <u>6,000</u>	\$ <u>-</u>	\$ <u>6,529.18</u>	\$ <u>6,529.18</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund
 Lake Michigan Academy - 1985
 Year ended September 30, 2005

	Amended budget	Cumulative to September 30, 2004	Current year activity	Cumulative to September 30, 2005
Revenues				
Intergovernmental revenues				
Federal	\$ 4,805	\$ -	\$ 2,876.39	\$ 2,876.39
State	-	-	-	-
Local	222	-	-	-
Total revenues	<u>\$ 5,027</u>	<u>\$ -</u>	<u>\$ 2,876.39</u>	<u>\$ 2,876.39</u>
Expenditures				
Personnel	\$ 2,152	\$ -	\$ 1,259.38	\$ 1,259.38
Fringe benefits	1,224	-	722.36	722.36
	<u>3,376</u>	<u>-</u>	<u>1,981.74</u>	<u>1,981.74</u>
Contractual	-	-	-	-
Indirect	1,337	-	894.65	894.65
Travel	113	-	-	-
Supplies	19	-	-	-
Other	182	-	-	-
Total expenditures	<u>\$ 5,027</u>	<u>\$ -</u>	<u>\$ 2,876.39</u>	<u>\$ 2,876.39</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
 General Operations Fund
 Blue Lake Township Land Use Plan - 1986
 Year ended September 30, 2005

	<u>Amended budget</u>	<u>Cumulative to September 30, 2004</u>	<u>Current year activity</u>	<u>Cumulative to September 30, 2005</u>
Revenues				
Intergovernmental revenues				
Federal	\$ -	\$ -	\$ -	\$ -
State	-	-	-	-
Local	<u>6,000</u>	<u>-</u>	<u>6,056.71</u>	<u>6,056.71</u>
Total revenues	<u>\$ 6,000</u>	<u>\$ -</u>	<u>\$ 6,056.71</u>	<u>\$ 6,056.71</u>
Expenditures				
Personnel	\$ 2,565	\$ -	\$ 2,639.84	\$ 2,639.84
Fringe benefits	<u>1,459</u>	<u>-</u>	<u>1,514.17</u>	<u>1,514.17</u>
	4,024	-	4,154.01	4,154.01
Contractual	-	-	-	-
Indirect	1,593	-	1,875.30	1,875.30
Travel	135	-	17.92	17.92
Supplies	23	-	-	-
Other	<u>225</u>	<u>-</u>	<u>9.48</u>	<u>9.48</u>
Total expenditures	<u>\$ 6,000</u>	<u>\$ -</u>	<u>\$ 6,056.71</u>	<u>\$ 6,056.71</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund
Rural Safety Forum - 1987
Year ended September 30, 2005

	<u>Amended budget</u>	<u>Cumulative to September 30, 2004</u>	<u>Current year activity</u>	<u>Cumulative to September 30, 2005</u>
Revenues				
Intergovernmental revenues				
Federal	\$ 1,500	\$ -	\$ 984.33	\$ 984.33
State	-	-	-	-
Local	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total revenues	<u><u>\$ 1,500</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 984.33</u></u>	<u><u>\$ 984.33</u></u>
Expenditures				
Personnel	\$ -	\$ -	\$ -	\$ -
Fringe benefits	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	-	-	-	-
Contractual	1,269	-	-	-
Indirect	-	-	-	-
Travel	100	-	15.04	15.04
Supplies	50	-	277.11	277.11
Other	<u>81</u>	<u>-</u>	<u>692.18</u>	<u>692.18</u>
Total expenditures	<u><u>\$ 1,500</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 984.33</u></u>	<u><u>\$ 984.33</u></u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund
Housing and Community Development - 2238
Year ended September 30, 2005

	<u>Amended budget</u>	<u>Cumulative to September 30, 2004</u>	<u>Current year activity</u>	<u>Cumulative to September 30, 2005</u>
Revenues				
Intergovernmental revenues				
Federal	\$ -	\$ -	\$ -	\$ -
State	-	-	-	-
Local	<u>10,000</u>	<u>-</u>	<u>7,933.91</u>	<u>7,933.91</u>
Total revenues	<u>\$ 10,000</u>	<u>\$ -</u>	<u>\$ 7,933.91</u>	<u>\$ 7,933.91</u>
Expenditures				
Personnel	\$ 4,301	\$ -	\$ 3,267.07	\$ 3,267.07
Fringe benefits	<u>2,447</u>	<u>-</u>	<u>1,668.12</u>	<u>1,668.12</u>
	6,748	-	4,935.19	4,935.19
Contractual	-	-	-	-
Indirect	2,672	-	1,946.53	1,946.53
Travel	225	-	868.59	868.59
Supplies	38	-	93.62	93.62
Other	<u>317</u>	<u>-</u>	<u>89.98</u>	<u>89.98</u>
Total expenditures	<u>\$ 10,000</u>	<u>\$ -</u>	<u>\$ 7,933.91</u>	<u>\$ 7,933.91</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund
Economic Development Program - 5136
Year ended September 30, 2005

	Amended budget	Cumulative to September 30, 2004	Current year activity	Cumulative to September 30, 2005
Revenues				
Intergovernmental revenues				
Federal	\$ 55,628	\$ 41,280.59	\$ 14,347.41	\$ 55,628.00
Local	18,543	13,760.20	5,200.80	18,961.00
Total revenues	<u>\$ 74,171</u>	<u>\$ 55,040.79</u>	<u>\$ 19,548.21</u>	<u>\$ 74,589.00</u>
Expenditures				
Personnel	\$ 32,799	\$ 25,905.52	\$ 8,989.38	\$ 34,894.90
Fringe benefits	17,978	13,116.49	4,589.90	17,706.39
	<u>50,777</u>	<u>39,022.01</u>	<u>13,579.28</u>	<u>52,601.29</u>
Contractual	-	-	-	-
Indirect	18,266	14,126.79	5,355.90	19,482.69
Travel	1,670	87.91	27.20	115.11
Supplies	278	718.71	333.25	1,051.96
Other	3,180	1,085.37	252.58	1,337.95
Total expenditures	<u>\$ 74,171</u>	<u>\$ 55,040.79</u>	<u>\$ 19,548.21</u>	<u>\$ 74,589.00</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
 General Operations Fund
 Economic Development Program - 5137
 Year ended September 30, 2005

	Amended budget	Cumulative to September 30, 2004	Current year activity	Cumulative to September 30, 2005
Revenues				
Intergovernmental revenues				
Federal	\$ 87,890	\$ -	\$ 73,905.16	\$ 73,905.16
Local	29,297	-	24,635.05	24,635.05
Total revenues	<u>\$ 117,187</u>	<u>\$ -</u>	<u>\$ 98,540.21</u>	<u>\$ 98,540.21</u>
Expenditures				
Personnel	\$ 51,822	\$ -	\$ 43,085.89	\$ 43,085.89
Fringe benefits	28,404	-	24,152.83	24,152.83
	<u>80,226</u>	<u>-</u>	<u>67,238.72</u>	<u>67,238.72</u>
Contractual	-	-	-	-
Indirect	28,860	-	29,587.62	29,587.62
Travel	2,637	-	575.36	575.36
Supplies	439	-	726.76	726.76
Other	5,025	-	411.75	411.75
Total expenditures	<u>\$ 117,187</u>	<u>\$ -</u>	<u>\$ 98,540.21</u>	<u>\$ 98,540.21</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund
Regional Brownfields Inventory and Plan - 5138
Year ended September 30, 2005

	Amended budget	Cumulative to September 30, 2004	Current year activity	Cumulative to September 30, 2005
Revenues				
Intergovernmental revenues				
Federal	\$ 40,000	\$ -	\$ 30,438.04	\$ 30,438.04
Local	40,000	-	30,438.04	30,438.04
Total revenues	<u>\$ 80,000</u>	<u>\$ -</u>	<u>\$ 60,876.08</u>	<u>\$ 60,876.08</u>
Expenditures				
Personnel	\$ 35,627	\$ -	\$ 26,868.25	\$ 26,868.25
Fringe benefits	20,271	-	15,090.89	15,090.89
	<u>55,898</u>	<u>-</u>	<u>41,959.14</u>	<u>41,959.14</u>
Contractual	-	-	-	-
Indirect	22,132	-	18,503.96	18,503.96
Travel	713	-	299.88	299.88
Supplies	120	-	47.29	47.29
Other	1,137	-	65.81	65.81
Total expenditures	<u>\$ 80,000</u>	<u>\$ -</u>	<u>\$ 60,876.08</u>	<u>\$ 60,876.08</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund
 Polk Road Corridor Study - 6337
 Year ended September 30, 2005

	<u>Amended budget</u>	<u>Cumulative to September 30, 2004</u>	<u>Current year activity</u>	<u>Cumulative to September 30, 2005</u>
Revenues				
Intergovernmental revenues				
Federal	\$ 8,000	\$ 6,800.00	\$ 1,200.00	\$ 8,000.00
State	-	-	-	-
Local	<u>2,000</u>	<u>1,700.00</u>	<u>300.00</u>	<u>2,000.00</u>
Total revenues	<u>\$ 10,000</u>	<u>\$ 8,500.00</u>	<u>\$ 1,500.00</u>	<u>\$ 10,000.00</u>
Expenditures				
Personnel	\$ 500	\$ -	\$ -	\$ -
Fringe benefits	<u>270</u>	<u>-</u>	<u>-</u>	<u>-</u>
	770	-	-	-
Contractual	8,500	8,500.00	-	8,500.00
Indirect	322	-	-	-
Travel	125	-	-	-
Supplies	38	-	-	-
Other	<u>245</u>	<u>-</u>	<u>1,500.00</u>	<u>1,500.00</u>
Total expenditures	<u>\$ 10,000</u>	<u>\$ 8,500.00</u>	<u>\$ 1,500.00</u>	<u>\$ 10,000.00</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund
 Asset Management Study - 6339
 Year ended September 30, 2005

	<u>Amended budget</u>	<u>Cumulative to September 30, 2004</u>	<u>Current year activity</u>	<u>Cumulative to September 30, 2005</u>
Revenues				
Intergovernmental revenues				
Federal	\$ -	\$ -	\$ -	\$ -
State	39,762	30,162.37	9,599.63	39,762.00
Local	<u>-</u>	<u>-</u>	<u>203.90</u>	<u>203.90</u>
Total revenues	<u>\$ 39,762</u>	<u>\$ 30,162.37</u>	<u>\$ 9,803.53</u>	<u>\$ 39,965.90</u>
Expenditures				
Personnel	\$ 14,656	\$ 12,911.40	\$ 4,371.42	\$ 17,282.82
Fringe benefits	<u>7,925</u>	<u>6,537.27</u>	<u>2,232.01</u>	<u>8,769.28</u>
	22,581	19,448.67	6,603.43	26,052.10
Contractual	5,158	3,228.22	-	3,228.22
Indirect	9,428	7,040.84	2,604.51	9,645.35
Travel	779	242.45	561.92	804.37
Supplies	130	198.54	31.41	229.95
Other	<u>1,686</u>	<u>3.65</u>	<u>2.26</u>	<u>5.91</u>
Total expenditures	<u>\$ 39,762</u>	<u>\$ 30,162.37</u>	<u>\$ 9,803.53</u>	<u>\$ 39,965.90</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
 General Operations Fund
 Areawide Air Quality Improvement Program - 6347
 Year ended September 30, 2005

	<u>Amended budget</u>	<u>Cumulative to September 30, 2004</u>	<u>Current year activity</u>	<u>Cumulative to September 30, 2005</u>
Revenues				
Intergovernmental revenues				
Federal	\$ 81,256	\$ -	\$ 81,256.00	\$ 81,256.00
State	-	-	-	-
Local	<u>20,314</u>	<u>-</u>	<u>21,573.07</u>	<u>21,573.07</u>
Total revenues	<u>\$ 101,570</u>	<u>\$ -</u>	<u>\$ 102,829.07</u>	<u>\$ 102,829.07</u>
Expenditures				
Personnel	\$ 41,972	\$ -	\$ 42,806.96	\$ 42,806.96
Fringe benefits	<u>23,880</u>	<u>-</u>	<u>23,421.23</u>	<u>23,421.23</u>
	65,852	-	66,228.19	66,228.19
Contractual	8,000	-	-	-
Indirect	26,074	-	28,349.80	28,349.80
Travel	484	-	437.72	437.72
Supplies	81	-	616.37	616.37
Other	<u>1,079</u>	<u>-</u>	<u>7,196.99</u>	<u>7,196.99</u>
Total expenditures	<u>\$ 101,570</u>	<u>\$ -</u>	<u>\$ 102,829.07</u>	<u>\$ 102,829.07</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
 General Operations Fund
 Metropolitan Transportation Program Management - 6349
 Year ended September 30, 2005

	Amended budget	Cumulative to September 30, 2004	Current year activity	Cumulative to September 30, 2005
Revenues				
Intergovernmental revenues				
Federal - FHWA	\$ 18,983	\$ -	\$ 18,983.00	\$ 18,983.00
Federal - FTA	1,232	-	1,232.00	1,232.00
Local	<u>4,517</u>	<u>-</u>	<u>4,801.27</u>	<u>4,801.27</u>
Total revenues	<u>\$ 24,732</u>	<u>\$ -</u>	<u>\$ 25,016.27</u>	<u>\$ 25,016.27</u>
Expenditures				
Personnel	\$ 10,575	\$ -	\$ 11,065.25	\$ 11,065.25
Fringe benefits	<u>6,017</u>	<u>-</u>	<u>5,739.23</u>	<u>5,739.23</u>
	16,592	-	16,804.48	16,804.48
Contractual	-	-	-	-
Indirect	6,569	-	6,755.34	6,755.34
Travel	556	-	871.47	871.47
Supplies	93	-	144.23	144.23
Other	<u>922</u>	<u>-</u>	<u>440.75</u>	<u>440.75</u>
Total expenditures	<u>\$ 24,732</u>	<u>\$ -</u>	<u>\$ 25,016.27</u>	<u>\$ 25,016.27</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
 General Operations Fund
 Metropolitan Transportation Data Assistance - 6350
 Year ended September 30, 2005

	Amended budget	Cumulative to September 30, 2004	Current year activity	Cumulative to September 30, 2005
Revenues				
Intergovernmental revenues				
Federal - FHWA	\$ 47,457	\$ -	\$ 47,457.00	\$ 47,457.00
Federal - FTA	3,080	-	3,116.26	3,116.26
Local	11,293	-	13,341.66	13,341.66
Total revenues	<u>\$ 61,830</u>	<u>\$ -</u>	<u>\$ 63,914.92</u>	<u>\$ 63,914.92</u>
Expenditures				
Personnel	\$ 27,645	\$ -	\$ 29,592.09	\$ 29,592.09
Fringe benefits	15,729	-	15,506.46	15,506.46
	<u>43,374</u>	<u>-</u>	<u>45,098.55</u>	<u>45,098.55</u>
Contractual	-	-	-	-
Indirect	17,174	-	18,353.11	18,353.11
Travel	273	-	345.53	345.53
Supplies	46	-	32.52	32.52
Other	963	-	85.21	85.21
Total expenditures	<u>\$ 61,830</u>	<u>\$ -</u>	<u>\$ 63,914.92</u>	<u>\$ 63,914.92</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
 General Operations Fund
 Metropolitan Area Transportation Planning - 6351
 Year ended September 30, 2005

	<u>Amended budget</u>	<u>Cumulative to September 30, 2004</u>	<u>Current year activity</u>	<u>Cumulative to September 30, 2005</u>
Revenues				
Intergovernmental revenues				
Federal - FHWA	\$ 123,389	\$ -	\$ 123,389.00	\$ 123,389.00
Federal - FTA	8,007	-	8,133.14	8,133.14
Local	<u>29,362</u>	<u>-</u>	<u>34,166.22</u>	<u>34,166.22</u>
Total revenues	<u><u>\$ 160,758</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 165,688.36</u></u>	<u><u>\$ 165,688.36</u></u>
Expenditures				
Personnel	\$ 69,802	\$ -	\$ 73,165.56	\$ 73,165.56
Fringe benefits	<u>39,715</u>	<u>-</u>	<u>38,758.55</u>	<u>38,758.55</u>
	109,517	-	111,924.11	111,924.11
Contractual	-	-	-	-
Indirect	43,363	-	46,140.05	46,140.05
Travel	2,742	-	6,226.20	6,226.20
Supplies	457	-	790.42	790.42
Other	<u>4,679</u>	<u>-</u>	<u>607.58</u>	<u>607.58</u>
Total expenditures	<u><u>\$ 160,758</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 165,688.36</u></u>	<u><u>\$ 165,688.36</u></u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund
Transit Planning - 6352
Year ended September 30, 2005

	<u>Amended budget</u>	<u>Cumulative to September 30, 2004</u>	<u>Current year activity</u>	<u>Cumulative to September 30, 2005</u>
Revenues				
Intergovernmental revenues				
Federal - FHWA	\$ -	\$ -	\$ -	\$ -
Federal - FTA	18,477	-	18,314.60	18,314.60
Local	<u>4,619</u>	<u>-</u>	<u>4,578.65</u>	<u>4,578.65</u>
Total revenues	<u>\$ 23,096</u>	<u>\$ -</u>	<u>\$ 22,893.25</u>	<u>\$ 22,893.25</u>
Expenditures				
Personnel	\$ 10,226	\$ -	\$ 10,306.41	\$ 10,306.41
Fringe benefits	<u>5,818</u>	<u>-</u>	<u>5,531.67</u>	<u>5,531.67</u>
	16,044	-	15,838.08	15,838.08
Contractual	-	-	-	-
Indirect	6,353	-	6,630.38	6,630.38
Travel	208	-	64.21	64.21
Supplies	35	-	359.01	359.01
Other	<u>456</u>	<u>-</u>	<u>1.57</u>	<u>1.57</u>
Total expenditures	<u>\$ 23,096</u>	<u>\$ -</u>	<u>\$ 22,893.25</u>	<u>\$ 22,893.25</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund

FHWA Transportation Improvement Program - Master Agreement 2003-0012

Summary of Projects 6349, 6350, 6351, and 6352

Year ended September 30, 2005

	<u>Amended budget</u>	<u>Cumulative to September 30, 2004</u>	<u>Current year activity</u>	<u>Cumulative to September 30, 2005</u>
Revenues				
Intergovernmental revenues				
Federal - FHWA	\$ 189,829	\$ -	\$ 189,829.00	\$ 189,829.00
Local	<u>42,094</u>	<u>-</u>	<u>48,178.83</u>	<u>48,178.83</u>
Total revenues	<u><u>\$ 231,923</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 238,007.83</u></u>	<u><u>\$ 238,007.83</u></u>
Expenditures				
Personnel	\$ 101,579	\$ -	\$ 106,459.05	\$ 106,459.05
Fringe benefits	<u>58,190</u>	<u>-</u>	<u>56,206.63</u>	<u>56,206.63</u>
	159,769	-	162,665.68	162,665.68
Contractual	-	-	-	-
Indirect	63,612	-	66,792.54	66,792.54
Travel	2,913	-	6,438.70	6,438.70
Supplies	487	-	1,137.39	1,137.39
Other	<u>5,142</u>	<u>-</u>	<u>973.52</u>	<u>973.52</u>
Total expenditures	<u><u>\$ 231,923</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 238,007.83</u></u>	<u><u>\$ 238,007.83</u></u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund

FTA Transportation Improvement Program - Master Agreement 2003-0012

Summary of Projects 6349, 6350, 6351, and 6352

Year ended September 30, 2005

	<u>Amended budget</u>	<u>Cumulative to September 30, 2004</u>	<u>Current year activity</u>	<u>Cumulative to September 30, 2005</u>
Revenues				
Intergovernmental revenues				
Federal - FTA	\$ 30,796	\$ -	\$ 30,796.00	\$ 30,796.00
Local	<u>7,698</u>	<u>-</u>	<u>8,708.97</u>	<u>8,708.97</u>
Total revenues	<u>\$ 38,494</u>	<u>\$ -</u>	<u>\$ 39,504.97</u>	<u>\$ 39,504.97</u>
Expenditures				
Personnel	\$ 16,669	\$ -	\$ 17,670.26	\$ 17,670.26
Fringe benefits	<u>9,089</u>	<u>-</u>	<u>9,329.28</u>	<u>9,329.28</u>
	25,758	-	26,999.54	26,999.54
Contractual	-	-	-	-
Indirect	9,847	-	11,086.34	11,086.34
Travel	866	-	1,068.71	1,068.71
Supplies	144	-	188.79	188.79
Other	<u>1,879</u>	<u>-</u>	<u>161.59</u>	<u>161.59</u>
Total expenditures	<u>\$ 38,494</u>	<u>\$ -</u>	<u>\$ 39,504.97</u>	<u>\$ 39,504.97</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund
Regional Transportation - 6353
Year ended September 30, 2005

	Amended budget	Cumulative to September 30, 2004	Current year activity	Cumulative to September 30, 2005
Revenues				
Intergovernmental revenues				
State	\$ 38,000	\$ -	\$ 38,000.00	\$ 38,000.00
Local	-	-	33.85	33.85
	<u>38,000</u>	<u>-</u>	<u>38,033.85</u>	<u>38,033.85</u>
Total revenues	<u>\$ 38,000</u>	<u>\$ -</u>	<u>\$ 38,033.85</u>	<u>\$ 38,033.85</u>
Expenditures				
Personnel	\$ 16,844	\$ -	\$ 16,855.25	\$ 16,855.25
Fringe benefits	9,583	-	9,213.66	9,213.66
	<u>26,427</u>	<u>-</u>	<u>26,068.91</u>	<u>26,068.91</u>
Contractual	-	-	-	-
Indirect	10,464	-	11,147.38	11,147.38
Travel	391	-	156.05	156.05
Supplies	66	-	383.72	383.72
Other	652	-	277.79	277.79
	<u>38,000</u>	<u>-</u>	<u>38,033.85</u>	<u>38,033.85</u>
Total expenditures	<u>\$ 38,000</u>	<u>\$ -</u>	<u>\$ 38,033.85</u>	<u>\$ 38,033.85</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund
 Asset Management Program - 6354
 Year ended September 30, 2005

	Amended budget	Cumulative to September 30, 2004	Current year activity	Cumulative to September 30, 2005
Revenues				
Intergovernmental revenues				
Federal	\$ -	\$ -	\$ -	\$ -
State	51,762	-	42,016.96	42,016.96
Local	-	-	-	-
Total revenues	<u>\$ 51,762</u>	<u>\$ -</u>	<u>\$ 42,016.96</u>	<u>\$ 42,016.96</u>
Expenditures				
Personnel	\$ 20,795	\$ -	\$ 17,993.20	\$ 17,993.20
Fringe benefits	11,698	-	9,926.98	9,926.98
	<u>32,493</u>	<u>-</u>	<u>27,920.18</u>	<u>27,920.18</u>
Contractual	3,000	-	820.57	820.57
Indirect	12,773	-	12,065.98	12,065.98
Travel	1,077	-	1,084.49	1,084.49
Supplies	180	-	121.54	121.54
Other	2,239	-	4.20	4.20
Total expenditures	<u>\$ 51,762</u>	<u>\$ -</u>	<u>\$ 42,016.96</u>	<u>\$ 42,016.96</u>

West Michigan Shoreline Regional Development Commission
STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL

General Operations Fund
Hazard Mitigation Plan - 7001
Year ended September 30, 2005

	Amended budget	Cumulative to September 30, 2004	Current year activity	Cumulative to September 30, 2005
Revenues				
Intergovernmental revenues				
Federal	\$ 150,000	\$ 120,891.44	\$ 29,108.57	\$ 150,000.01
State	-	-	-	-
Local	<u>50,000</u>	<u>40,297.14</u>	<u>12,172.36</u>	<u>52,469.50</u>
Total revenues	<u><u>\$ 200,000</u></u>	<u><u>\$ 161,188.58</u></u>	<u><u>\$ 41,280.93</u></u>	<u><u>\$ 202,469.51</u></u>
Expenditures				
Personnel	\$ 74,150	\$ 63,178.48	\$ 18,513.68	\$ 81,692.16
Fringe benefits	<u>40,641</u>	<u>30,532.93</u>	<u>9,974.72</u>	<u>40,507.65</u>
	114,791	93,711.41	28,488.40	122,199.81
Contractual	31,250	26,300.00	-	26,300.00
Indirect	41,295	38,251.82	11,979.49	50,231.31
Travel	4,478	690.55	344.43	1,034.98
Supplies	1,899	1,209.54	368.79	1,578.33
Other	<u>6,287</u>	<u>1,025.26</u>	<u>99.82</u>	<u>1,125.08</u>
Total expenditures	<u><u>\$ 200,000</u></u>	<u><u>\$ 161,188.58</u></u>	<u><u>\$ 41,280.93</u></u>	<u><u>\$ 202,469.51</u></u>

West Michigan Shoreline Regional Development Commission

COMPUTATION OF FRINGE BENEFIT RATE

For the year ended September 30, 2005

ACTUAL COST OF FRINGE BENEFITS

Social Security and Medicare	\$ 34,438
Health insurance	81,898
Dental insurance	1,354
Life insurance	6,315
Michigan unemployment compensation	2,434
Worker's compensation	<u>2,434</u>
	128,873
Annual leave	30,121
Sick leave - actual	26,090
Holiday leave	<u>21,313</u>
	<u>77,524</u>
Total cost of fringe benefits	<u><u>\$ 206,397</u></u>

COMPUTATION OF FRINGE BENEFIT BASE

Gross salaries	\$ 456,450
Less leave paid	<u>(77,524)</u>
Total fringe benefit base	<u><u>\$ 378,926</u></u>

COMPUTATION OF ACTUAL FRINGE BENEFIT RATE

Total cost of fringe benefits	\$ 206,397
Gross salaries, net of leave paid	<u>\$ 378,926</u>
Actual fringe benefit rate	<u><u>54.47%</u></u>

West Michigan Shoreline Regional Development Commission
COMPUTATION OF INDIRECT COST RATE
For the year ended September 30, 2005

DISTRIBUTABLE INDIRECT COSTS

Salaries and wages	\$ 59,235
Fringe benefits	33,694
Supplies	1,213
Telephone	3,726
Building rent	45,208
Equipment rent	12,573
Consultants	9,250
Travel	15,798
Dues and subscriptions	5,279
Other	21,723
	<hr/>
Total indirect costs	\$ 207,699
	<hr/> <hr/>

COMPUTATION OF DIRECT SALARY AND FRINGE BENEFIT BASE

Direct labor dollars	
Gross salaries	\$ 456,450
Less	
Leave paid	(77,524)
Indirect salaries	(59,235)
	<hr/>
Total direct labor dollars	319,691
 Direct fringe benefit dollars	
Fringe benefits	206,397
Less indirect fringe benefits	(33,694)
	<hr/>
Total direct fringe benefit dollars	172,703
	<hr/>
Total direct salaries and fringe benefits	\$ 492,394
	<hr/> <hr/>

COMPUTATION OF INDIRECT COST RATE

Indirect cost	\$ 207,699
Direct salaries and fringe benefits	\$ 492,394
	<hr/>
Indirect cost rate	42.18%
	<hr/> <hr/>

BRICKLEY DELONG

CERTIFIED PUBLIC ACCOUNTANTS

December 13, 2005

Board of Commissioners
West Michigan Shoreline Regional Development Commission
Muskegon, Michigan

In planning and performing our audit of the financial statements of West Michigan Shoreline Regional Development Commission for the year ended September 30, 2005, we considered its internal control in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control. However, we noted certain matters involving internal control and its operation that we consider to be reportable conditions under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control that, in our judgment, could adversely affect West Michigan Shoreline Regional Development Commission's ability to initiate, record, process and report financial data consistent with the assertions of management in the financial statements. We have attached a summary of such reportable conditions.

A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that errors or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Our consideration of internal control would not necessarily disclose all matters in internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above. However, none of the reportable conditions described above is believed to be a material weakness.

This report is intended solely for the information of the Board of Commissioners, management, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "Brickley DeLong, PLC". The signature is written in a cursive, flowing style.

REPORTABLE CONDITIONS

Recommendation 1: Signature stamps should be securely held by the authorized check signer.

During our audit testing, we noted that the Commission has a signature stamp that is held by a person other than the authorized check signer.

The secure holding of the signature stamp by the authorized check signer would improve the segregation of duties within the Commission and reduce the likelihood for errors or misappropriations to occur. Alternatively, the Commission could eliminate the use of the signature stamp.

Recommendation 2: All journal entries should have documented approval by an appropriate Commission official.

During our testing, we noted that documented proper approval of journal entries did not exist for all journal entries.

The maintenance of files with documented approval of all journal entries would reduce the possibility of an inaccurate journal entry being made.